



Business Partnerships Manager

Organization: GardHouse

Reports To: Executive Director

Location: Charlotte, NC (Hybrid)

Employment Type: Full-Time, Exempt

Starting Salary: \$70,000 annually

Ideal Start Date: October 12, 2026

GardHouse Overview

GardHouse is a nonprofit organization that helps first-generation college students find employment upon graduation by maximizing work-based programming and development that increase each student's upward mobility. The organization was founded in 2019 after learning that these students were twice as likely to be unemployed after completing their post-secondary education. Based in Charlotte, NC, GardHouse's student base spans across Charlotte, North Carolina.

Position Summary

The **Business Partnerships Manager** serves as GardHouse's primary relationship builder with employers throughout the Charlotte region.

This individual is responsible for cultivating meaningful partnerships that create internships, career exposure, mentorship, networking opportunities, and employment pathways for GardHouse students.

The ideal candidate is energized by connecting people, building authentic relationships, and representing an organization whose mission they genuinely believe in. They understand that every employer relationship has the potential to create life-changing opportunities for young talent.

This role requires someone who can confidently engage business leaders while remaining grounded in GardHouse's mission of expanding economic mobility through education and workforce development.

Primary Responsibilities

Employer & Business Development

- Identify, cultivate, and develop relationships with employers throughout the Charlotte region.
- Build partnerships with corporations, nonprofit organizations, government agencies, and community organizations.
- Lead introductory meetings and present GardHouse's mission and partnership opportunities.
- Develop customized partnership opportunities that align with employer needs and GardHouse's mission.
- Collaborate with the Executive Director to secure strategic partnerships and long-term investments.
- Create opportunities for paid internships, career exploration experiences, mentorship, and employment.



Business Partnerships Manager

Relationship Management

- Serve as the primary relationship manager for employer partners.
- Build authentic, long-term relationships rooted in trust and responsiveness.
- Conduct regular partnership check-ins and identify opportunities to expand relationships.
- Ensure employers have an exceptional experience working with GardHouse.
- Coordinate with program staff to support successful internship experiences.
- Maintain detailed partnership records and follow-up plans.

Community Engagement

Represent GardHouse throughout Charlotte by attending:

- Chamber events
- Business networking events
- Workforce development meetings
- University career fairs
- Community events
- Professional association meetings

Strategy & Planning

- Maintain an active employer partnership pipeline.
- Track partnership activity and organizational goals.
- Prepare proposals, presentations, and partnership materials.
- Identify workforce trends and emerging partnership opportunities.
- Recommend strategies to strengthen employer engagement.

Required Qualifications

- Three to five years of professional experience in business development, employer relations, corporate partnerships, workforce development, fundraising, higher education, community engagement, or a related field.
- Demonstrated success building and maintaining professional relationships.
- Strong written and verbal communication skills.
- Experience leading meetings and presentations.
- Excellent organizational and project management skills.
- Ability to manage multiple priorities while maintaining exceptional follow-through.
- Experience using CRM software or similar relationship management systems.
- Bachelor's degree or equivalent professional experience preferred.

Who You Are

We believe the strongest candidate for this position will bring more than experience. They will bring purpose.

You are someone who:

- Believes meaningful career opportunities can change the trajectory of a young person's life.
- Is genuinely passionate about supporting college students and emerging professionals.
- Finds joy in connecting people and building authentic relationships.
- Enjoys networking and creating opportunities for others.
- Leads with humility, integrity, and professionalism.



Business Partnerships Manager

- Is proactive, dependable, and follows through on commitments.
- Can confidently engage executives while remaining approachable and authentic.
- Is motivated by impact as much as performance.

At GardHouse, we hire for both competence and character. We are looking for someone who believes in our mission, is passionate about developing young talent, and understands that strong relationships are the foundation of lasting community impact.

Compensation & Benefits:

Starting Salary:

\$70,000 annually This position is eligible to participate in the following benefits:

- Healthcare Stipend
- Paid Vacation
- Sick Time
- Parental Leave
- Paid Holiday
- Retirement Plan

One-Year Mission & Retention Bonus: GardHouse is committed to investing in people who invest in our mission. The successful candidate will receive a **\$5,000 one-time retention bonus** upon successfully completing their first 12 months of employment and remaining employed in good standing on their one-year anniversary.

Why Join GardHouse?

Joining GardHouse means more than accepting a new position. It means becoming part of a team committed to expanding opportunity, strengthening Charlotte's workforce, and helping talented college students realize their full potential. Every partnership you build has the potential to open a door for a student who simply needs someone willing to believe in their future.

If you are passionate about developing relationships, investing in young talent, and creating lasting community impact, we encourage you to apply.

How to Apply: <https://forms.gle/xLyIMvfQXg7WL4ze7>